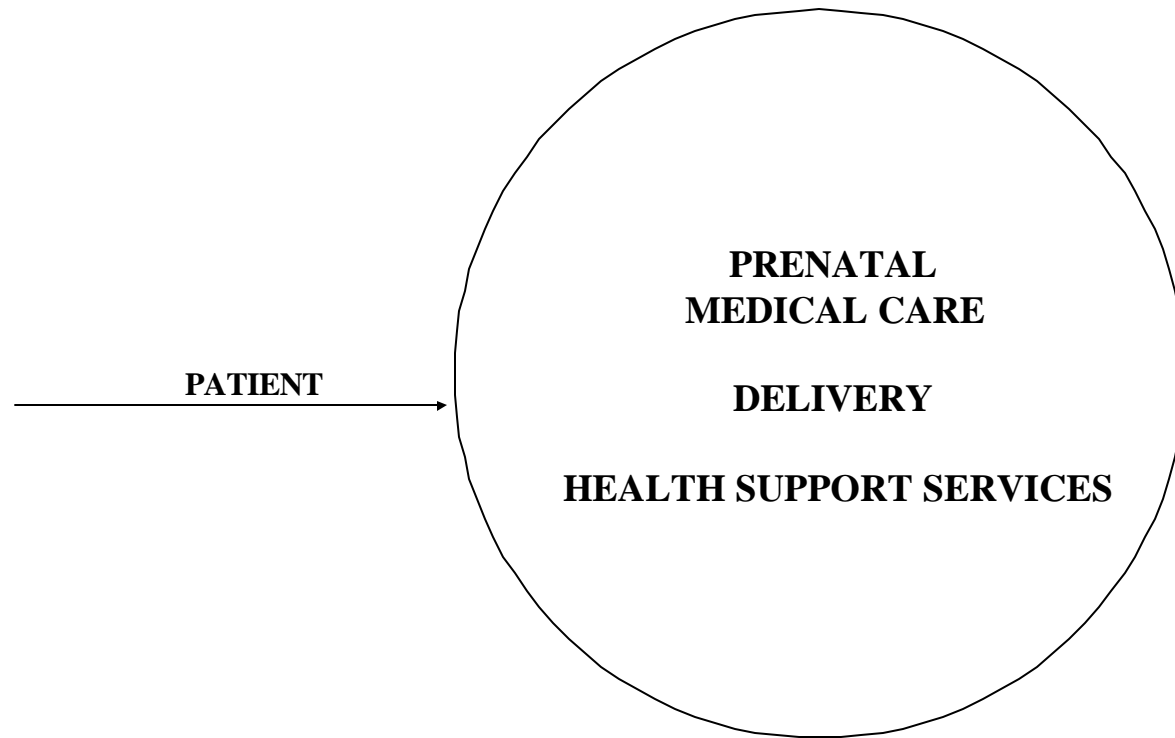


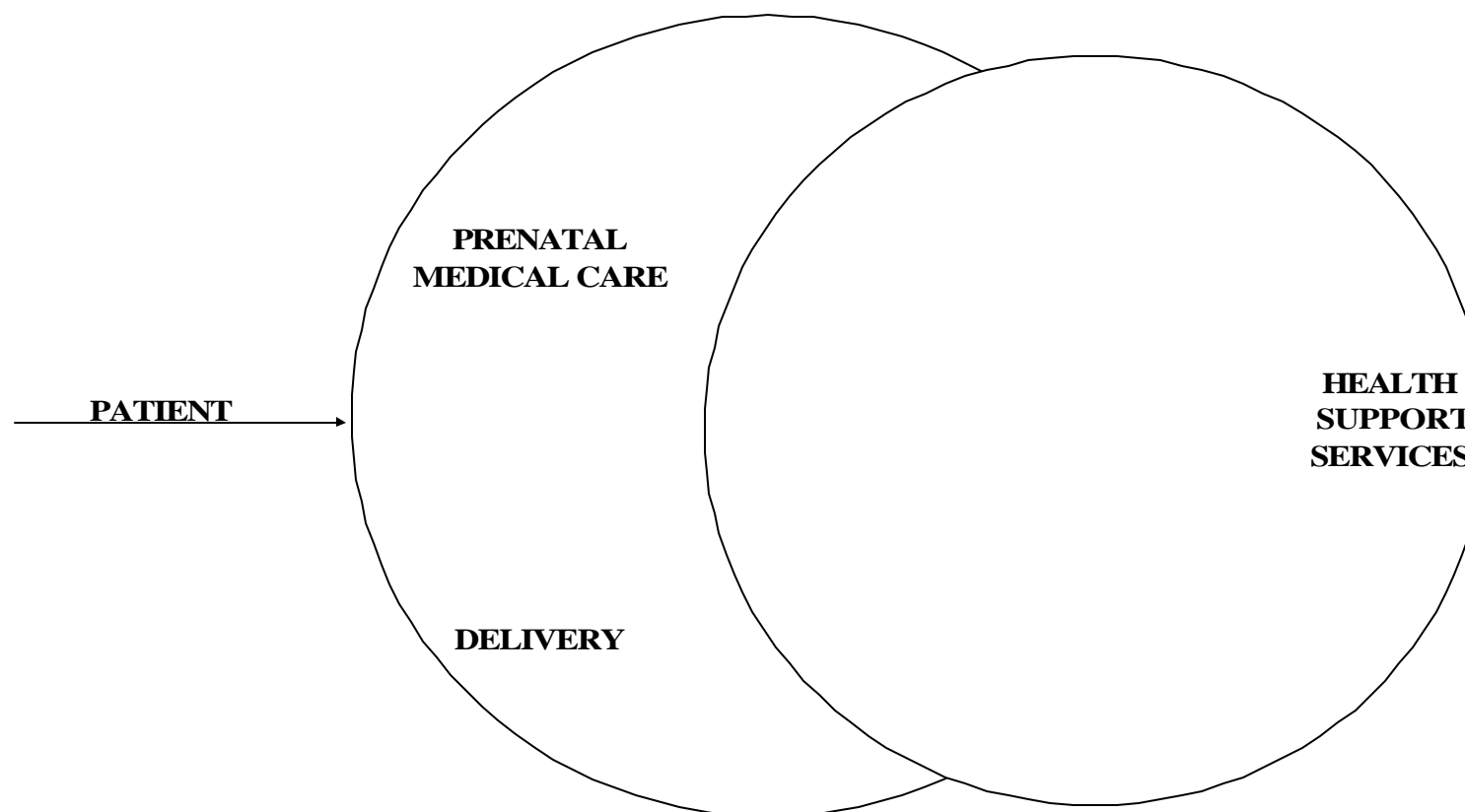
APPENDIXES

APPENDIX

1. Comprehensive Organizational Structure Models.
2. Obstetrical Services Risk Assessment Tool Sample.
3. Plan of Care Sample Tool.
4. Health Education Curriculum Guide Sample.
5. Health Education Instruction Check List Sample Tool.
6. Case Coordinator Activities.
7. Health Education Services.
8. Nutrition Services.
9. Social Psychological Services.
10. Patient Rights Responsibilities.
11. Postpartum Health Support Service/Preventive Health Care Contact Tool.
12. Release Of Information Consent Form Sample.
13. New Jersey Department of Health and Senior Services HIV “REQUIRED” Consent Form.
14. Presumptive Eligibility (PE) FD 334 revised 5/94.
15. WIC HealthStart Forms Number H4383 “HS-8 3/95”.
16. Weight Chart Form Number H4388 “HS-7 4/95”.
17. Recertification Forms (3 Pages “HS-12”, 1 Page “HS-9”).
18. Health Support Reimbursement Rates.
19. Obstetrical Care Reimbursement Rates.

MODEL 1: COMPREHENSIVE MATERNITY CARE - ONE PROVIDER**SINGLE SITE MODEL**

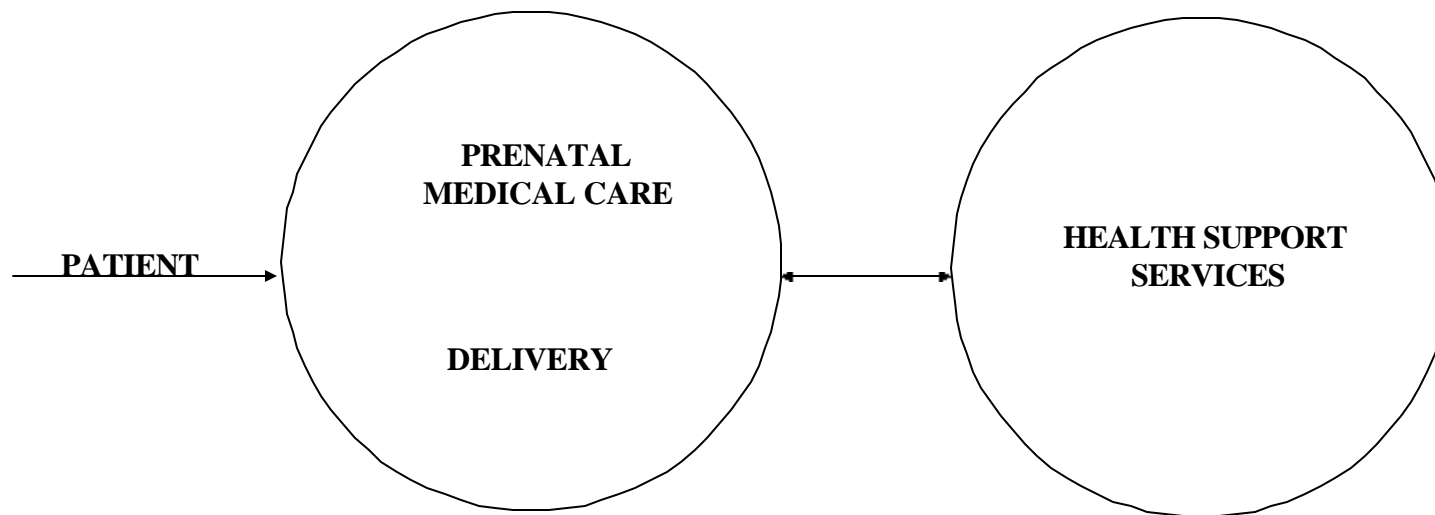
One provider provides the medical and health support services. This is the basic Model involving one provider who delivers the entire maternity care services package. This provider can be agency based or private practiced-based.

**MODEL 2: TWO (2) PROVIDERS AGREES TO JOINTLY PROVIDE
COMPREHENSIVE MATERNITY CARE SERVICES****LINKAGE MODEL**

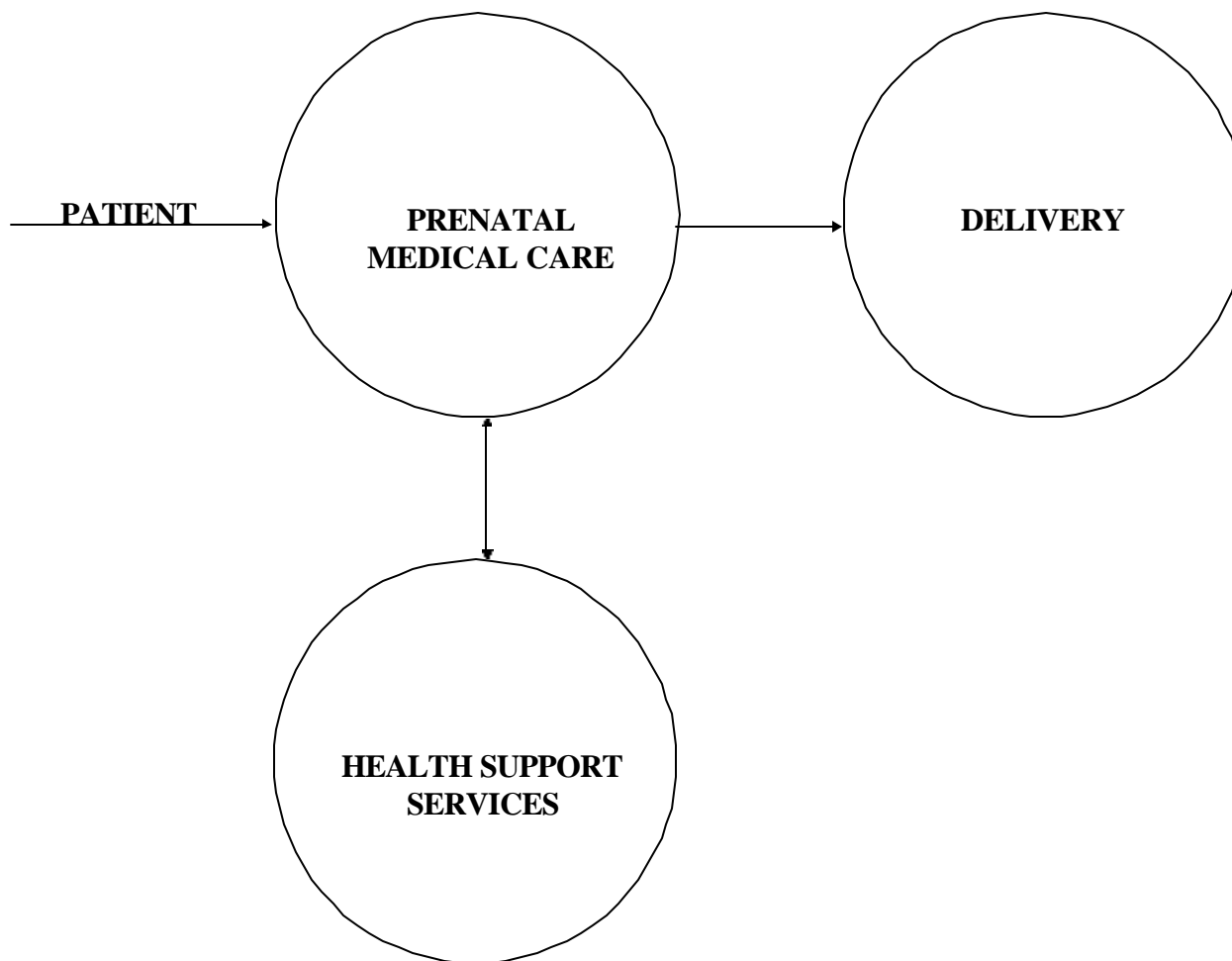
One provider agrees to provide the medical component and the other provides the health support services component. For example, a private practice (physician, certified nurse midwife, nurse practitioner or a group of practitioners) may provide the medical component at one site accessible to the patient population, and the health support services may be provided at another site such as a hospital outpatient clinic, local health department, community health center, health maintenance organization.

MODEL 3: ONE PROVIDER WITH AGREEMENT FOR REFERRAL

REFERRAL MODEL



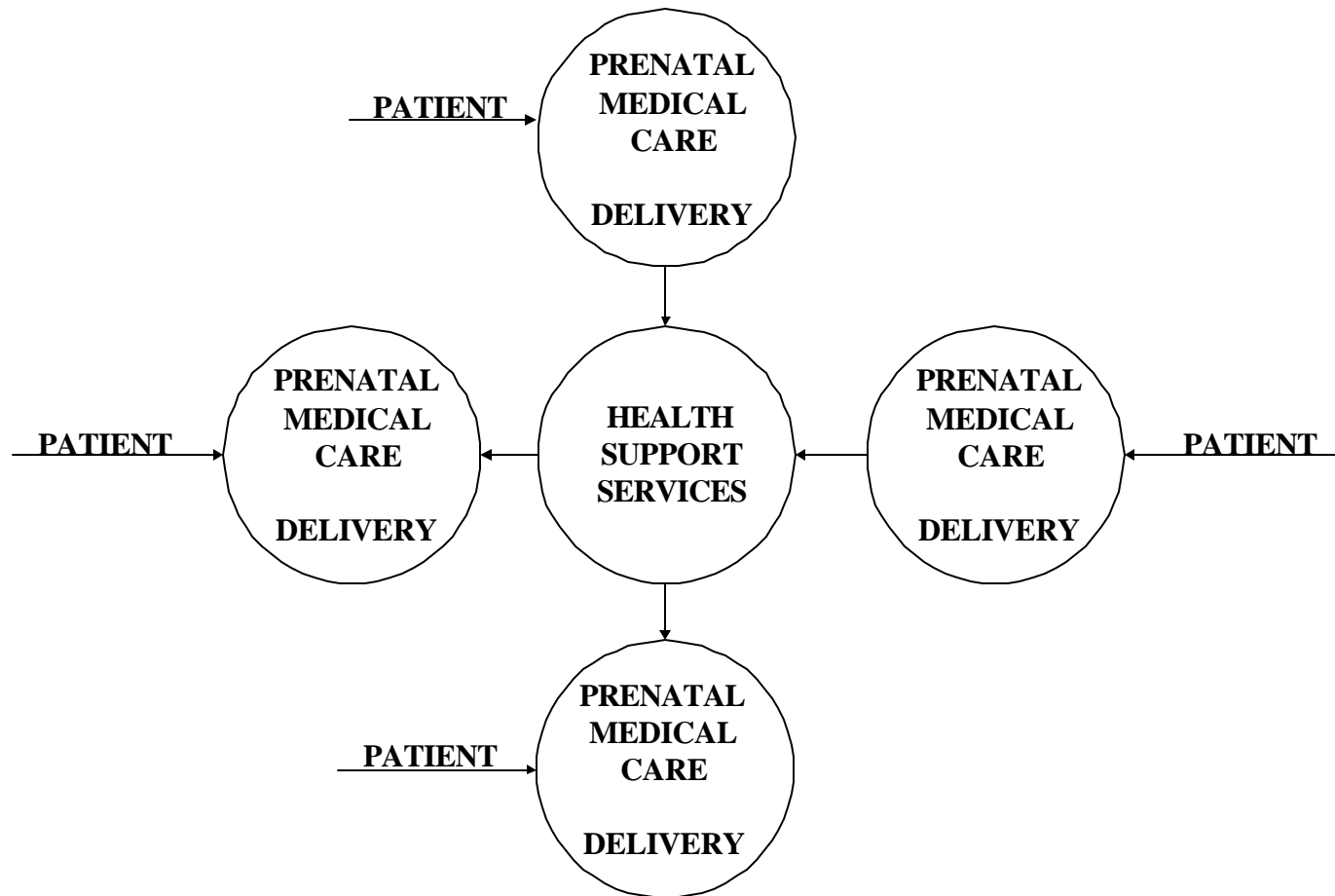
A provider refers to another provider for provision of either the medical component or the health support services component. All providers must be recognized and approved Medicaid providers in New Jersey.

MODEL 4: ONE PROVIDER WITH MULTIPLE REFERRAL AGREEMENTS**MULTIPLE REFERRAL MODEL**

This is a combination of Models 1, 2, 3 and hospital of delivery services and health support services. The difference is that the medical care provider for prenatal care services is entirely different than one providing the delivery service. For example, a family practice physician may provide prenatal care and refer for health support services. The obstetrical care provider for the delivery may be a physician (house resident covering, an attending, and/or on-call physician) or a certified nurse midwife of the hospital generally, but not necessarily, used for delivery.

MODEL 5: CORE REFERRAL PROVIDER

MULTIPLE PROVIDER REFERRAL MODEL



Providers of both prenatal medical care and delivery services refer to one specific provider for health support services.

APPENDIX 2

[illegible]

APPENDIX 3

SAMPLE

PLAN OF CARE

PATIENT: Mary A. Lawrence - EDC 1/12/95

SAMPLE

CASE COORDINATOR: Mary A. Lawrence, RN
10/21/93

SAMPLE

Problem	Goal	Intervention/Responsible Person	Outcome
10/20/93 Poor Weight Gain	Increase weight to ____ lbs. by 6 months of pregnancy	Provide Specialized Nut Ed. M.L. RD Monitor Med. Report. J.V. MD see Nut. notes of 10/20/93	10/22/93 enrolled in WIC program 10/22/93 kept Nut. appointment 12/10/93 what was approp. for gest. age and ht.
10/20/93 Substance Abuse	Refrain from chemical use during this pregnancy	Education re: substance use (see HE and SW counseling noted) Blood and urine test ordered	Attends counseling sessions as planned, follow maintenance program as planned Blood/urine completed 10/15/93 Refer to CAC
No Problem this trimester (Date)			
*This is a sample Plan of Care			

Health Education Curriculum *(all topics listed should be covered with modifications depending on the timing of the patient's entry into prenatal care.)*

First Trimester

Normal physical and emotional changes during pregnancy

Fetal growth and development

Normal discomforts during pregnancy, such as nausea, breast changes, frequent urination, tiredness

Examples of warning signs, such as vaginal bleeding heavy discharge painful urination, frequent headaches, blurred vision, signs and symptoms of preterm labor

Personal hygiene care including perineal care

Level of activity, such as continuing work and/or education, sexual activity, exercise, and rest

Lifestyle habits, including car safety and avoidance of alcohol, caffeine, tobacco, illegal drugs, and self-prescribed medications

Possible occupational and environmental hazards, such as toxoplasmosis, rubella, x-ray, chemicals

Need for continuing medical and dental care: for minor illnesses and for pre-existing major illnesses, such as diabetes, hypertension

Second Trimester

Readiness for childbirth preparation: including the concept of prepared childbirth, birth partners, identifying tension/stress, exercises for relaxation

Normal physical and emotional changes during pregnancy

Fetal growth and development

Normal discomforts of pregnancy, such as disrupted sleep patterns, weight gain/loss, muscle cramps, constipation, heartburn, lower abdominal pain

Examples of warning signs, such as: vaginal bleeding, heavy discharge, painful urination, frequent headaches, blurred vision, signs and symptoms of preterm labor, absence of fetal activity

Personal hygiene care including perineal care

Level of activity, including continuing work and/or school, sexual activity, exercise and rest

Lifestyle habits, including car safety and avoidance of alcohol, caffeine, tobacco, illegal drugs, self-prescribed medications

Possible occupational and environmental hazards, such as toxoplasmosis, rubella, x-ray, chemicals

Need for continuing medical and dental care

Third Trimester

Child birth education course including:

- Ž Labor process, including signs of onset of labor (2-4 weeks before, 2-3 days before, 3 cardinal signs), vaginal delivery and cesarean section
- Ž Management of labor, including prepared childbirth methods, medications, and different types of anesthesia/analgesia during delivery
- Ž Visit to hospital where delivery is to be performed

Preparation for hospital admission, including care for older children during hospital stay, hospital routine, what to take to the hospital, and planning for the trip home

Newborn needs and development, including infant crying, sleeping patterns, eating patterns, pediatric care, circumcision, routine newborn screening tests

Preparations for the basic care of the infant including bathing, layette, car seat

Preparation of the family/household for the infant

Continuing medical care, including the importance of the postpartum visit
Future family planning service needs

Normal physical and emotional changes during pregnancy

Fetal growth and development

Normal discomforts during pregnancy, such as disrupted sleep patterns, weight gain, muscle cramps, constipation, heartburn, lower abdominal or back pain, tiredness

Examples of warning signs such as signs and symptoms of preterm labor, frequent headaches, blurred vision, painful urination, heavy discharge, absence of fetal activity

Level of activity, such as continuing work and/or education, sexual activity, exercise, and rest

Lifestyle habits, including car safety and avoidance of alcohol, caffeine, tobacco, illegal drugs and self-prescribed medications

Postpartum

Review of labor and delivery

Normal physical and emotional changes after the birth, including adjustments to the role of mother, postpartum depression, physical changes of the puerperium, and resumption of menstrual cycle

Normal discomforts of the mother after the birth

Level of activity after giving birth, including postpartum sexual activity

Lifestyle habits, including avoidance of alcohol, caffeine, tobacco, illegal drugs, and self-prescribed medication

Future family planning information and services

Infant growth and development during the first three months of life

Basic care of the infant including feeding, bathing/diapering, safety, sleeping

Adjustment of the family/household to the new infant

Examples of warning signs for mother and infant which need medical attention

Need for continuing medical care for mother and infant including pediatric care, care of circumcision, prescribed medications

SAMPLE

SAMPLE

SAMPLE

HEALTH EDUCATION NEEDS AND INSTRUCTION CHECKLIST					
Subjects	Immediate or Strong Interest	First Trimester	Second Trimester	Third Trimester	Postpartum
	(Check line below if patient emphasized during initial assessment)	(Enter date below when instruction is completed)			
Normal physical and emotional changes during pregnancy/after birth	_____	9	9	9	9
Fetal/infant growth and development	_____	9	9	9	9
Normal discomfort during pregnancy/after birth	_____	9	9	9	9
Personal hygiene	_____	9	9		
Level of activity (Sex, exercise, work)	_____	9	9	9	9
Lifestyle habits (smoking, drugs, alcohol)	_____	9	9	9	9
Occupational/environmental hazards	_____	9	9		
Need for continuing medical/dental care for mother and baby	_____	9	9		
Childbirth preparation	_____		9		9
Childbirth education course	_____				9

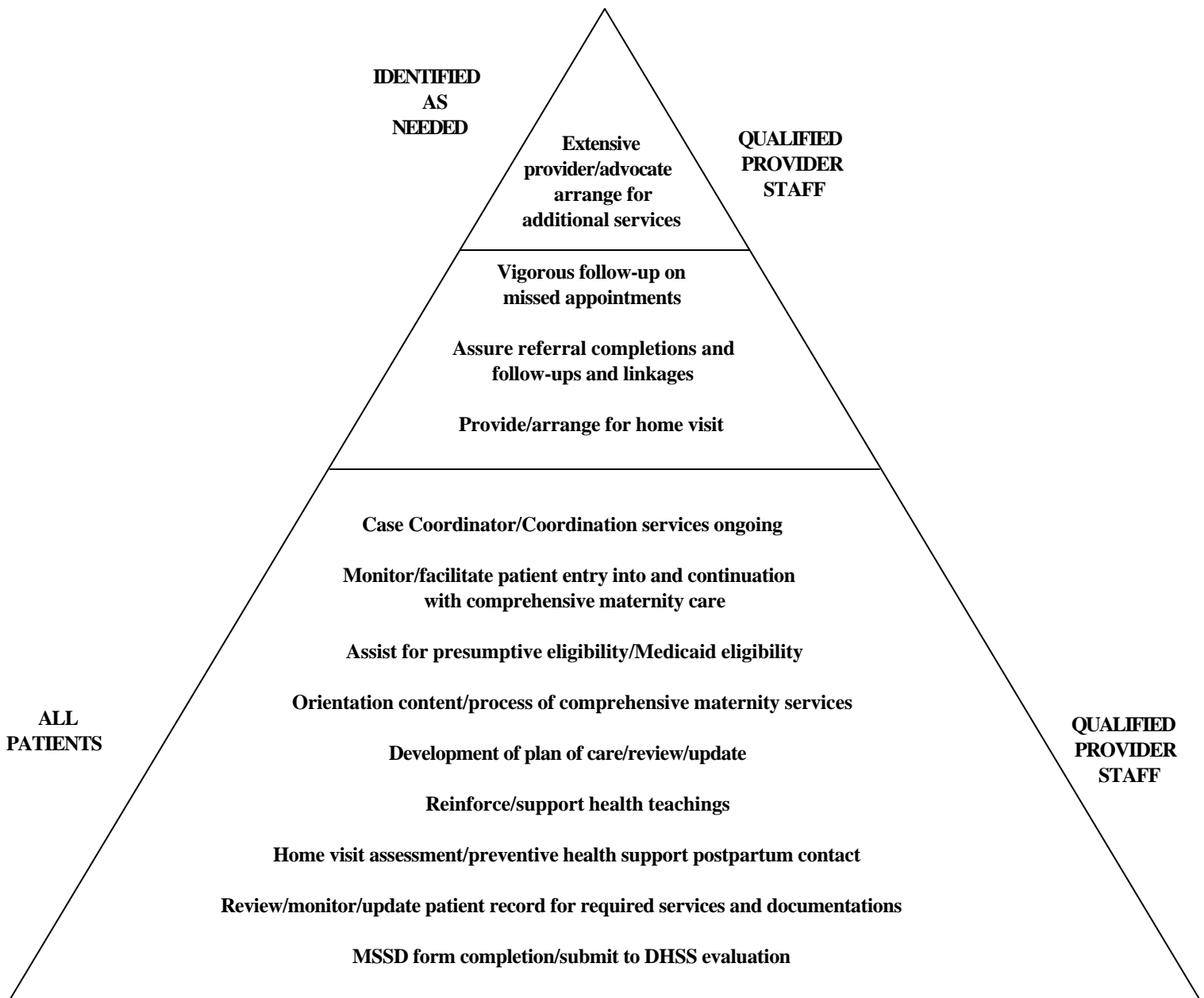
SAMPLE

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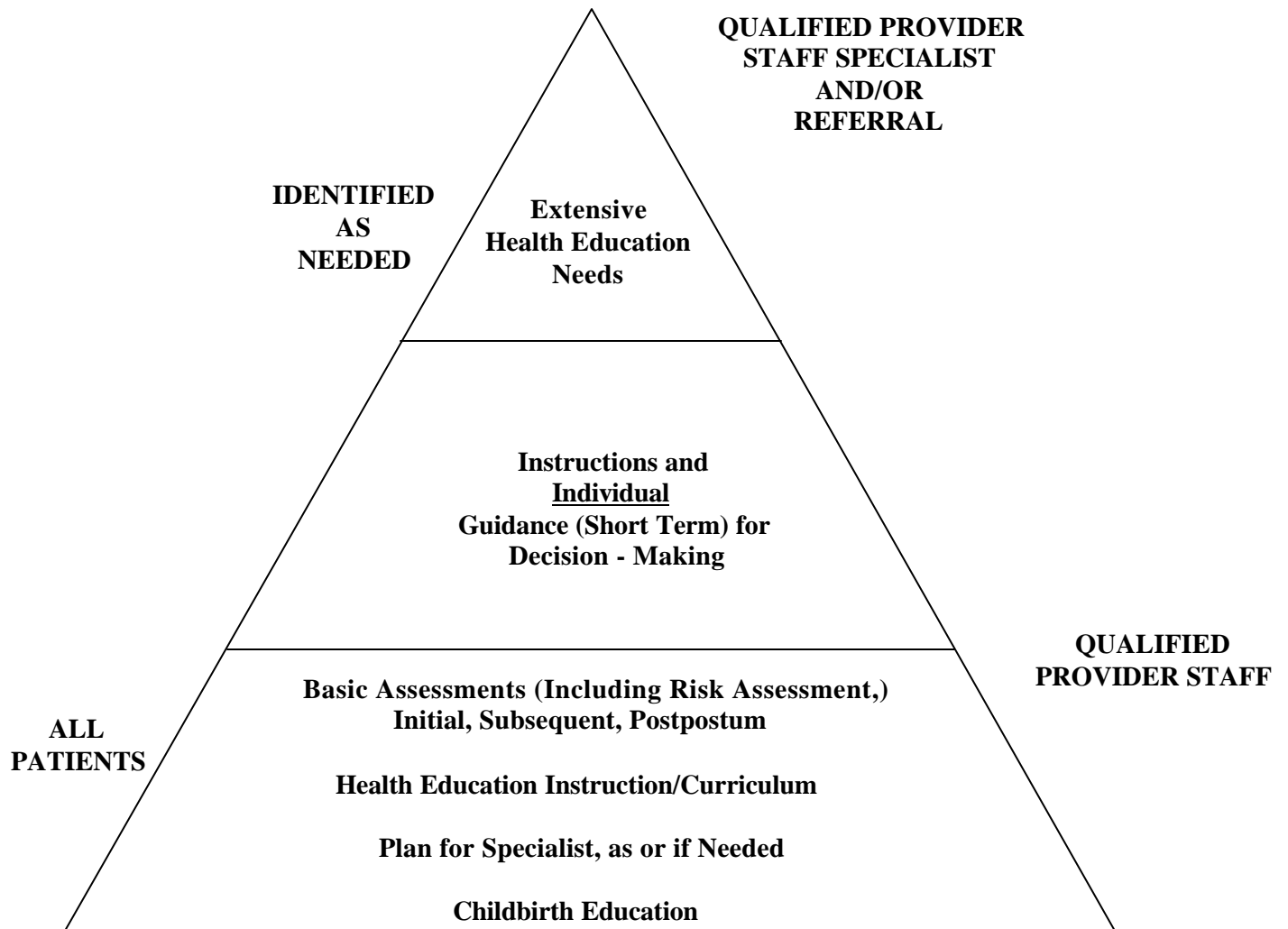
SAMPLE

HEALTH EDUCATION NEEDS AND INSTRUCTION CHECKLIST (Continued)					
Subjects	Immediate or Strong Interest	First Trimester	Second Trimester	Third Trimester	Postpartum
	(Check line below if patient emphasized during initial assessment)	(Enter date below when instruction is completed)			
Preparation for Hospital Admission	_____			9	
Newborn Needs and Development	_____			9	
Preparation for Basic Care of Infant	_____			9	
Preparation of Family/Household for Infant	_____			9	
Importance of Postpartum Visit	_____			9	
Future Family Planning	_____			9	9
Review of Labor and Delivery	_____				9
Basic Care of Infant	_____				
Adjustment of Family/Household to Infant	_____			9	
Comments/Questions:					

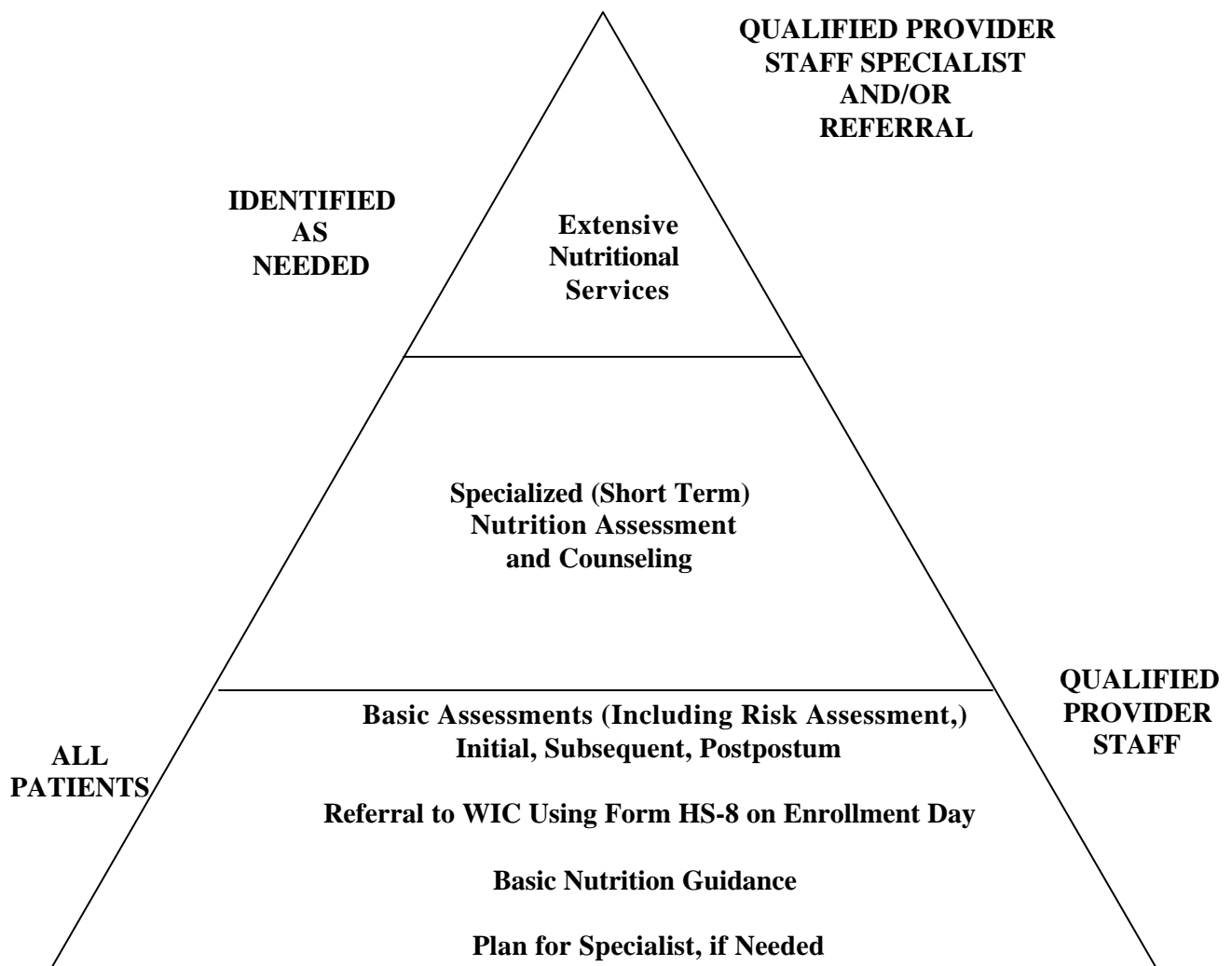
CASE COORDINATION SERVICES



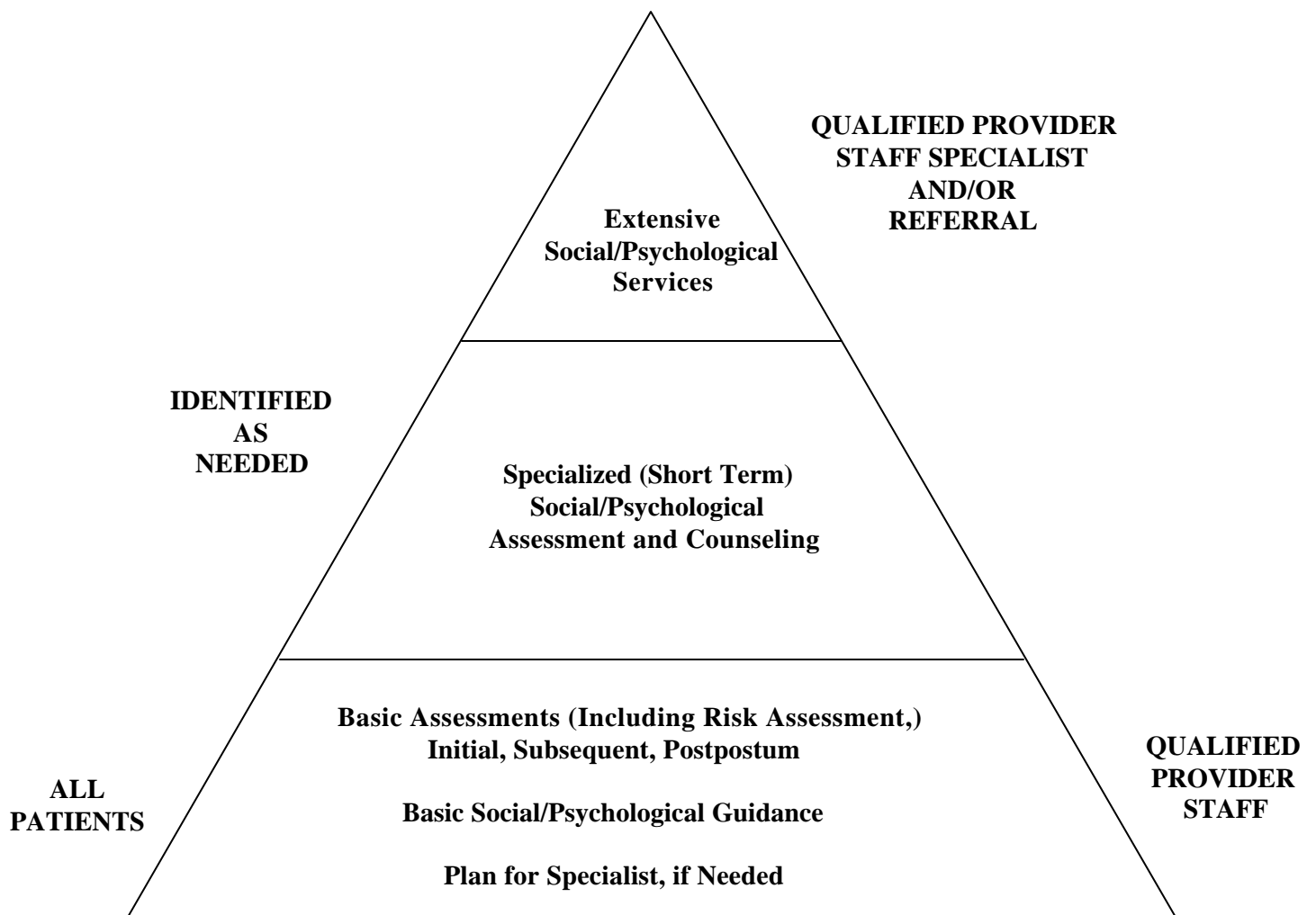
HEALTH EDUCATION SERVICES



NUTRITION SERVICES



SOCIAL PSYCHOLOGICAL SERVICES



SAMPLE

SAMPLE

MATERNITY CARE PATIENTS RIGHTS AND RESPONSIBILITIES¹

Rights:

- Ž To be treated with dignity and respect.
- Ž To maintain your privacy and confidentiality.
- Ž To receive explanations about any tests or clinical procedures and answers to any questions you have.
- Ž To receive education and counseling.
- Ž To review the medical record with the medical care professional providing treatment.
- Ž To consent or refuse any care or treatment.
- Ž To participate in making any plans and decisions about your care during pregnancy, labor and delivery and the postpartum period.

Responsibilities:

- Ž To be honest about your medical history and lifestyle which may affect you or your unborn baby's health.
- Ž To ask questions whenever you do not understand.
- Ž To follow health advice and instructions.
- Ž To keep appointments and complete referrals.
- Ž To report any changes in your health.

¹The Comprehensive Perinatal Services Program, California Department of Health Services, March, 1987

SAMPLE

AGENCY _____

POSTPARTUM HEALTH SUPPORT SERVICES/PREVENTIVE HEALTH CARE CONTACT

Date _____

Patient's Name _____ Problems in Hospital _____

Baby's Name _____ Problems in Hospital _____

Birth Date _____ Birth Weight _____

Discharge Date _____ Discharge Weight _____

Length _____ Head Circumference _____

Gestation _____ Apgar Score _____

How does your baby feed? Breast " Bottle "

How often? _____ Any problems? _____

How does your baby soothe or clam itself? _____

How has your baby changed since birth? _____

Does your baby sleep a lot? _____

Who is your baby's health care provider? _____

When is (or was) the first appointment? _____

Were there any problems? _____

Do you have any special questions/concerns about yourself, your baby, father of baby, siblings, or other household members? _____

Mother's Goals/Needs (i.e. finance, emotional, food, housing, clothing, etc.) _____

Referral for identified needs, as appropriate. _____

Plan of Care _____ Completed _____ Reviewed _____

Nurse Signature/Case Coordinator _____ Date _____

Social Worker _____ Date _____

Other _____ Date _____

Health Education/See Health Education Checksheet

Signature _____ Date _____

Nutrition/See HealthStart/WIC Form

Signature _____ Date _____

6 Week Doctor Appointment	Date _____	Yes "	No "
Family Planning Appointment	Date _____	Yes "	No "
WIC Appointment	Date _____	Yes "	No "

New Jersey State Department of Health and Senior Services
HealthStart Program

RELEASE OF INFORMATION

I authorize _____ (agency name) _____ to release any medical and other information about me to the State Department of Health and Senior Services which is needed for the HealthStart program for evaluation under Statute P11987 c.115, and NJAC 10:54 requiring the Department of Health and Senior Services to collect these data to perform the evaluation of the HealthStart program.

I know that the disclosure of my Social Security Number is voluntary and will be kept in strict confidentiality. It will be used only for purposes of evaluation and research by the Department.

Signed _____ Date _____

New Jersey Department of Health and Senior Services

Name: _____

In accordance with Chapter 174, P.L. 1995:

I acknowledge that _____ has counseled and provided me with:
(Name of physician or other provider)

- A. Information concerning how HIV is transmitted,
- B. The benefits of voluntary testing,
- C. The benefits of knowing if I have HIV virus or not,
- D. The treatments which are available to me and my unborn child should I test positive, and
- E. That I have a right to refuse the test and I will not be denied treatment.

I have consented to be tested for infection with HIV. "

I have decided not to be tested for infection with HIV. "

This record shall be retained as a permanent part of the patient's medical record.

Date

Signature

Witness

CERTIFICATION OF PRESUMPTIVE ELIGIBILITY

CLIENT INFORMATION:

NAME: _____ COUNTY OF RESIDENCE: _____
 First MI Last
 ADDRESS: _____ DATE OF BIRTH: ____/____/____
 _____ SOCIAL SECURITY NO.: ____-____-____
 TELEPHONE NO.: () _____ HOUSEHOLD UNIT: _____ No. of persons in household. If
 patient is a minor, the household unit is two (the minor &
 unborn child). Complete and attach deeming worksheet.

(Check appropriate boxes below:)

Marital Status: ☐ Single ☐ Married ☐ Separated ☐ Divorced ☐ Widowed
 Race: ☐ White ☐ Black ☐ Native American ☐ Asian ☐ Hispanic ☐ Other
 Citizenship Status: US Citizen ☐ Yes ☐ No Qualified Alien ☐ Yes ☐ No Date of Entry into US: ____/____/____

Does client have pending TANF, NJC or SSI, Medicaid Application? ☐ Yes ☐ No (If yes, circle program)

Medicare Coverage: ☐ Yes ☐ No If yes, HIC Number: _____
 Other Insurance Company: _____ Other Insurance Policy No.: _____

INCOME INFORMATION:

Total Household Income:	Income	Frequency	Gross Monthly Amt.	Source
Gross Earnings				
Gross Earnings				
Gross Unearned Amount				
Gross Unearned Amount				
Gross Unearned Amount				
Gross Child Support Amount				
Gross Alimony Amount				
TOTAL MONTHLY GROSS INCOME \$ _____				
Child Care Expense Amount:	_____ Weekly	_____ Biweekly	_____ Monthly	

PREGNANCY INFORMATION:

Date of L.M.P.: _____ Pregnancy Due Date: _____

CERTIFICATION STATEMENT:

I, _____ attest that I have read and agree to the above statements and fully realize that the county welfare agency relies upon the truth and accuracy of my statements. I have received a copy of and understand the Patient Guidelines.

 Applicant Signature Date
 I certify the above applicant is pregnant and presumptively eligible for limited Medicaid benefits in accordance with N.J.A.C. 10:72-6.1 et seq.

Provider Agency Name	Address	Telephone No.
_____ Provider Signature	_____ Date	_____ Three-Digit Provider No.

Please see instructions on reverse side.

NAME OF CLIENT	TELEPHONE NUMBER	DATE OF BIRTH
ADDRESS OF CLIENT	CHECK ONE: <input type="checkbox"/> Pregnant <input type="checkbox"/> Breastfeeding <input type="checkbox"/> Non-Breastfeeding	

REFERRAL (To be completed by Health Professional, including reverse side.)

ANTHROPOMETRIC AND LABORATORY DATA (One Blood Test is Required)

First Prenatal Check-up:	Date: ____/____/____	# Weeks Gestation	Weight (Lbs.)	Pre-Preg. Wt. (Lbs.)	Usual Wt. (Lbs.)
Current Check-up:	Date: ____/____/____	# Weeks Gestation	Weight (Lbs.)	Height (Inches)	
Blood Test:	Date: ____/____/____	Hb (mg/dl)	Hct %	EP (ug/dl)	Lead Other

MEDICAL HISTORY

Gravida _____ Para _____ Ab/Misc _____ Stillbirth _____ EDC _____ ADC _____ ☐ Vag ☐ "C" Section

Past Med./Surg. History _____

Current Medical Problem(s) _____

Previous Preg. Complications _____ Date Last Preg. Ended ____/____/____

Physician/Clinic _____ Phone _____

Signature of Health Professional _____ Date ____/____/____

WIC APPOINTMENT: _____ DATE: ____/____/____ TIME: ____:____:____

ASSESSMENT (To be completed by Client or Health Professional.)

- Are you taking any of the following?

Vitamins/Minerals	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: _____	Type: _____
Iron	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: _____	Type: _____
Over-the-Counter Medicines	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: _____	Type: _____
Special Medicines	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: _____	Type: _____
"Street" Drugs	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: _____	Type: _____
- How much did you smoke before you were pregnant? Amount: _____
How much do you smoke now? Amount: _____
- How much beer, wine cooler, or liquor do you drink per week? Amount: _____
- Are you on a special diet now? ☐ Yes ☐ No Prior to pregnancy? ☐ Yes ☐ No
- Are you experiencing?

Nausea	<input type="checkbox"/> Yes <input type="checkbox"/> No	Heartburn	<input type="checkbox"/> Yes <input type="checkbox"/> No
Frequent Vomiting	<input type="checkbox"/> Yes <input type="checkbox"/> No	Flatus ("Gas")	<input type="checkbox"/> Yes <input type="checkbox"/> No
Diarrhea	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dental Problems	<input type="checkbox"/> Yes <input type="checkbox"/> No
Constipation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Bleeding Gums	<input type="checkbox"/> Yes <input type="checkbox"/> No
- Do you eat?

Paint Chips	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dirt	<input type="checkbox"/> Yes <input type="checkbox"/> No
Laundry Starch	<input type="checkbox"/> Yes <input type="checkbox"/> No	Clay	<input type="checkbox"/> Yes <input type="checkbox"/> No
Corn Starch	<input type="checkbox"/> Yes <input type="checkbox"/> No	Plaster	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ice	<input type="checkbox"/> Yes <input type="checkbox"/> No	Other Cravings	<input type="checkbox"/> Yes <input type="checkbox"/> No
- Do you have a working?

Stove	<input type="checkbox"/> Yes <input type="checkbox"/> No	Sink with Water Supply	<input type="checkbox"/> Yes <input type="checkbox"/> No
Refrigerator	<input type="checkbox"/> Yes <input type="checkbox"/> No		
- Are you on any program?

WIC	<input type="checkbox"/> Yes <input type="checkbox"/> No	HealthStart/	<input type="checkbox"/> Yes <input type="checkbox"/> No
Child Support Enf.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Presumptively Eligible	<input type="checkbox"/> Yes <input type="checkbox"/> No
Food Stamps	<input type="checkbox"/> Yes <input type="checkbox"/> No	AFDC/Medicaid	<input type="checkbox"/> Yes <input type="checkbox"/> No
- How do you plan to or presently feed your baby?

Breastmilk	<input type="checkbox"/> Yes <input type="checkbox"/> No	Formula	<input type="checkbox"/> Yes <input type="checkbox"/> No	Undecided?	<input type="checkbox"/> Yes <input type="checkbox"/> No
------------	--	---------	--	------------	--
- Do you do the following daily?

Work	<input type="checkbox"/> Yes <input type="checkbox"/> No	Type: _____
Care for Children	<input type="checkbox"/> Yes <input type="checkbox"/> No	How Many: _____
Exercise	<input type="checkbox"/> Yes <input type="checkbox"/> No	Type: _____
- If pregnant, how much weight (pounds) do you plan to gain? _____
- Where do you plan to or presently take your child for medical care? _____

INSTRUCTIONS

<p>— AGENCY USE ONLY —</p>	<p>Referral Section (Complete by Health Professional.)</p> <ol style="list-style-type: none"> 1. Fill in client's name, address, phone number, date of birth, or use addressograph stamp. 2. Check status of woman being referred. 3. Fill in data on first prenatal check-up and current check-up, if applicable. 4. One blood test is required prior to submitting this form to WIC. Pregnant women need blood test which was done during pregnancy. Postpartum women (breastfeeding and non-breastfeeding) need blood test which was done after delivery. 5. Complete Gravida, Para, Abortions, Miscarriages. 6. Fill in EDC (Estimated Date of Confinement) for prenatal clients. 7. Fill in ADC (Actual Date of Confinement), vaginal or "C" Section delivery for postpartum clients. 8. Complete past medical/surgical history based on client's record. 9. Fill in any pertinent current medical problems diagnosed. <p>Information in this Section should Not Include most recent pregnancy for Postpartum Women.</p> <ol style="list-style-type: none"> 10. Complete previous pregnancy complications, referring to list below: Write approximate letter or letters on space provided. <ol style="list-style-type: none"> a. Hx of low birth weight infant(s) (< 5.5 lbs.) b. Hx of premature infant(s) (< 37 weeks gestation) c. Hx of infant(s) > 10 lbs. at birth d. Hx of or planned C-section e. Multiple pregnancy or recent multiple birth. f. Medical problems (e.g., diabetes, hypertension, preeclampsia, eclampsia) g. Disability which may compromise adequacy of diet h. Social or environmental condition which may compromise adequacy of diet i. Substance use (e.g., alcohol, drugs, cigarettes, pica) j. Vitamin/mineral supplement or medicine prescription k. Special formula prescription and medical reason for its necessity l. Other pertinent health/medical data 11. Fill in physician's name or clinic and phone number. 12. Signature of referring health professional IS REQUIRED, with current date. <p>Assessment Section / Food Frequency (Page 1 and 2)</p> <ol style="list-style-type: none"> 1. This section may be completed by the client or a health professional. 2. If completed by client, it must be reviewed by the health professional for accuracy and completeness. Check the appropriate answer for questions 1-18. Any responses which do NOT meet WIC and/or HealthStart standards demand further clarification. 3. The health professional should compare the food frequency with the recommended servings needed daily for pregnant/postpartum women and formulate a nutrition plan of care accordingly. 4. The Nutrition Assessment and Plan of Care must be written according to the hospital/HealthStart Agency/WIC State policy and procedure. 5. Upon completion of nutrition education, the health professional must circle the appropriate Nutrition Education Topics and record the date. (More topics below.) If materials are provided, write the appropriate Topic Code in the space labelled "Other". <table style="width: 100%; margin-top: 10px;"> <tr> <td>05 - Child Nutrition</td> <td>11 - Mealtime Psychology</td> <td>18 - Sugar in Diet</td> </tr> <tr> <td>06 - Dental Health</td> <td>12 - Nutrients in WIC Foods</td> <td>19 - Vitamin A in Diet</td> </tr> <tr> <td>07 - Fat in Diet</td> <td>15 - Salt in Diet</td> <td>20 - Vitamin C in Diet</td> </tr> <tr> <td>08 - Food Budget/Consumer Awareness/Meal Planning</td> <td>16 - Smoking & Pregnancy</td> <td>44 - No Show</td> </tr> <tr> <td>09 - Fruit and Vegetables</td> <td>17 - Snacking</td> <td>45 - Client Refused</td> </tr> </table> 	05 - Child Nutrition	11 - Mealtime Psychology	18 - Sugar in Diet	06 - Dental Health	12 - Nutrients in WIC Foods	19 - Vitamin A in Diet	07 - Fat in Diet	15 - Salt in Diet	20 - Vitamin C in Diet	08 - Food Budget/Consumer Awareness/Meal Planning	16 - Smoking & Pregnancy	44 - No Show	09 - Fruit and Vegetables	17 - Snacking	45 - Client Refused
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09 - Fruit and Vegetables	17 - Snacking	45 - Client Refused														
<p>NAME AND ADDRESS OF WIC PROGRAM, HEALTHSTART AGENCY, PHYSICIAN OR CLINIC:</p>	<p>TELEPHONE NUMBER</p>															

NAME OF CLIENT	TELEPHONE NUMBER	DATE OF BIRTH
----------------	------------------	---------------

CHECK ONE:

☐ Pregnant ☐ Breastfeeding ☐ Non-Breastfeeding

13. How is your appetite? ☐ Good ☐ Fair ☐ Poor
14. Do you have any allergies/intolerances? _____
15. Who does the food shopping? _____
16. Who cooks your food? _____
17. Where do you eat most of your meals? ☐ At home ☐ Restaurant/fast foods ☐ Other, specify: _____
18. Do you avoid any food due to cultural or religious practice? ☐ Yes ☐ No
- if yes, specify: _____

FOOD FREQUENCY (How many times do you eat the following foods?)

FOODS	DAILY	WKLY.	MTHLY.	NEVER	FOODS	DAILY	WKLY.	MTHLY.	NEVER	FOR STAFF USE ONLY*			
EXAMPLE: Milk (whole, 2%, 1% skim)	4				Other Fruits and Vegetables (salad, peas, string beans, apples, pears, peaches, tomato, tomato sauce, etc.)					Adult Women	Servings Needed Daily**		Servings Consumed
Milk (whole, 2%, 1%, skim, other)											Preg/Brstfd	Non-Brstfd	
Cheese					Cereal (hot or cold)					Milk Product	3+	2-3	
Ice Cream, Yogurt, Pudding					Rice, Noodles, Macaroni, Corn, Potato					Meat & Subst	6+ oz.	6 oz.	
Meat, Poultry, or Fish (hamburger, roast beef, steak, pork chops, ribs, ham, chicken, turkey, fish, tunafish, lamb, liver, etc.)					Pizza, Soup, Spaghetti, Ravioli (in can or jar)					Vege-tables	4+	4	
Luncheon Meats, Hot Dogs, Sausage, Bacon					Bread, Toast, Crackers, Rolls, Biscuits, Bagels, Tortillas, Pancakes, Waffles, Muffins					Fruits	3+	3	
Eggs					Fruit Drinks (Kool-aid, Hi-C, Tang, Hawaiian Punch, etc.) Malta					Breads & Cereals	9+	9	
Dry Beans, Nuts, Peanut Butter					Soda, Coffee, Tea, Water					NUTRITION EDUCATION TOPIC CODES			
Orange, Grapefruit (fruit or juice), Other WIC Juices					Candy, Cake, Pie, Donut, Cookies, Pastry, Gelatin Desert					Materials Provided		Date	
Dark Green or Dark Yellow Fruits and Vegetables, Cantaloupe, Nectarine, Mango, Papaya, Spinach, Greens, Broccoli, Carrots, Plantain, Pumpkin (calabaza)					Snacking Chips, Popcorn, Pretzels					01-Adolescent Prenatal Nutrition		_____	
					Fast Food (french fries, etc.)					02-Anemia/Iron		_____	
										03-Breastfeeding		_____	
										04-Calcium		_____	
										10-Infant Nutrition		_____	
										13-Postpartum Nutrition		_____	
										14-Prenatal Nutrition		_____	
										21-Weight Control		_____	
										Other		_____	

NUTRITION ASSESSMENT AND PLAN OF CARE:

RISK CODE:

WIC FOOD PKG. CODE:

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

SIGNATURE

DATE

INSTRUCTIONS

ASSESSMENT SECTION/FOOD FREQUENCY (Page 1 and 2)

1. This section may be completed by the client or a health professional.
2. If completed by the client, it must be reviewed by the health professional for accuracy and completeness. Check the appropriate answer for questions 1 - 18. Any responses which do NOT meet WIC and/or HealthStart standards demand further clarification.
3. The health professional should compare the food frequency with the recommended servings needed daily for pregnant/postpartum women and formulate a nutrition plan accordingly.
4. The Nutrition Assessment and Plan of Care must be written according to the hospital/HealthStart Agency/WIC State policy and procedure.
5. Upon completion of nutrition education, the health professional must circle the appropriate Nutrition Education Topic Code and write the date education was provided.
6. Listed below are a continuation of Nutrition Education Topics. If materials are provided, write the appropriate Topic Code in the space "Other."

05 - Child Nutrition
06 - Dental Health
07 - Fat in the Diet
08 - Food Budgeting/Consumer Awareness/Meal Planning
09 - Fruit and Vegetables
11 - Mealtime Psychology
12 - Nutrients in WIC Foods
15 - Salt in the Diet
16 - Smoking and Pregnancy
17 - Snacking
18 - Sugar in Diet
19 - Vitamin A in Diet
20 - Vitamin C in Diet
44 - No Show
45 - Client Refused

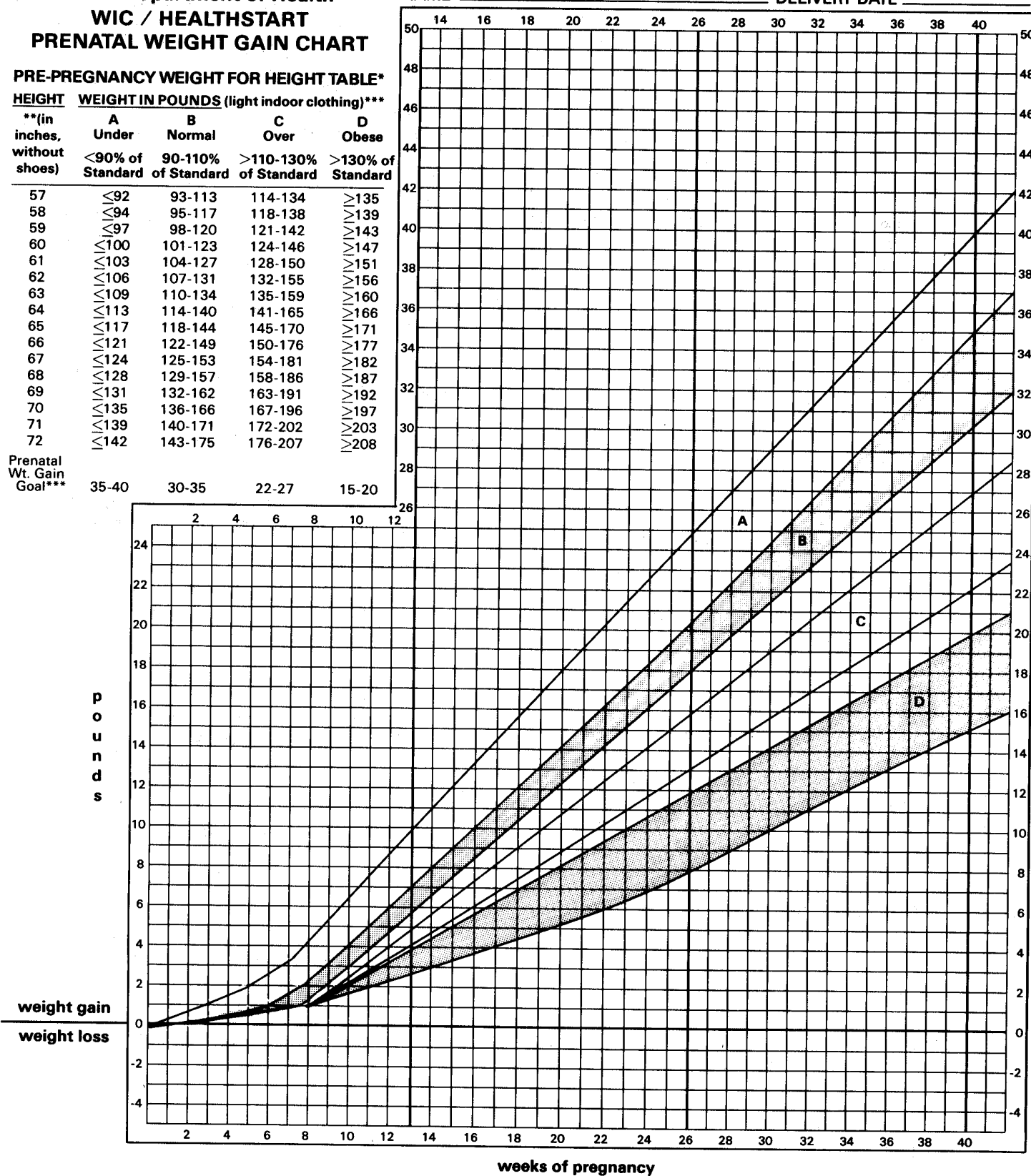
**New Jersey
State Department of Health
WIC / HEALTHSTART
PRENATAL WEIGHT GAIN CHART**

PRE-PREGNANCY WEIGHT FOR HEIGHT TABLE*

HEIGHT **(in inches, without shoes)	WEIGHT IN POUNDS (light indoor clothing)***			
	A Under <90% of Standard	B Normal 90-110% of Standard	C Over >110-130% of Standard	D Obese >130% of Standard
57	<92	93-113	114-134	>135
58	<94	95-117	118-138	>139
59	<97	98-120	121-142	>143
60	<100	101-123	124-146	>147
61	<103	104-127	128-150	>151
62	<106	107-131	132-155	>156
63	<109	110-134	135-159	>160
64	<113	114-140	141-165	>166
65	<117	118-144	145-170	>171
66	<121	122-149	150-176	>177
67	<124	125-153	154-181	>182
68	<128	129-157	158-186	>187
69	<131	132-162	163-191	>192
70	<135	136-166	167-196	>197
71	<139	140-171	172-202	>203
72	<142	143-175	176-207	>208
Prenatal Wt. Gain Goal***	35-40	30-35	22-27	15-20

NAME _____

ESTIMATED APPENDIX 16
DELIVERY DATE _____



* Add 3 pounds to the woman's weight if weighed without clothes.

** Height measurements of $\geq 1/2$ inch should be rounded to the next whole inch.

*** For twin pregnancies: Normal weight women should gain 41 pounds; underweight women should gain 44 pounds.

Chart adapted with permission from the New York WIC Program.

Grid adapted from Judith Brown, Healthy Infant Outcome Project, University of Minnesota.

— Please see reverse for instructions on completing this chart. —

INSTRUCTIONS

1. Ascertain the pre-pregnancy weight of the pregnant woman by use of the Referral Form or by asking the woman to recall her weight prior to pregnancy. If possible, weigh and measure the pregnant woman. If not possible, use recent weight and height given on the Referral Form.
2. Circle both height and pre-pregnancy weight range of the pregnant woman on the Pre-pregnancy Weight for Height Table. If underweight range is circled, then Nutritional Risk Factor "07" can be used at certification. If overweight or obese range is circled, then Nutritional Risk Factor "08" can be used at certification. (See explanation of these codes in the table below.)
3. Subtract the pre-pregnancy weight from the weight at the most recent measurement. This is the weight change. A positive number indicates a gain in weight; a negative number indicates a loss of weight.
4. Calculate the number of weeks of pregnancy at the time of the weight measurement by using a gestational wheel or calculate it by using the Months to Weeks Conversion Table below.
5. Put an "X" on the chart in the location where the number of weeks of pregnancy intersects with the weight change calculated in instruction #4 above.
6. A woman at normal weight prior to pregnancy should gain 30-35 pounds (shaded area B on grid) during pregnancy. Women who are underweight, overweight, or obese prior to pregnancy should be assessed on an individual basis. Recommendations of the healthcare provider should be used, when available. It is recommended that an underweight woman gain 35-40 pounds (area A on grid), an overweight woman gain 22-27 pounds (area C on grid), and an obese woman gain 15-20 pounds (shaded area D on grid) during the entire pregnancy. Nutritional Risk Factors 04, 05, and 06 may be used at the discretion of the Competent Professional Authority (See explanation of these codes in the table below).

Nutritional Risk Factors for Women

- 04 Insufficient prenatal weight gain (as evidenced by weight gain chart or any weight loss or gain ≤ 2 lbs./month during 2nd or 3rd trimester or ≤ 2 lbs. during 1st trimester).
- 05 Irregular pattern of prenatal weight gain and loss (as evidence by weight gain chart).
- 06 Excessive prenatal weight gain pattern for body size (as evidence by weight gain chart or > 2 lbs./week).
- 07 Low pre-pregnancy or postpartum weight (weight for height $< 90\%$ of standard).
- 08 Obese or overweight pre-pregnant/postpartum women (obese = $wt/ht > 120\%$ of standard) (overweight = $wt/ht > 110\%$ of standard).

**Months to Weeks
Conversion Table**

(Calculate from first day
of last menstrual period)

1 month	=	4 weeks
2 months	=	9 weeks
3 months	=	13 weeks
4 months	=	18 weeks
5 months	=	22 weeks
6 months	=	27 weeks
7 months	=	31 weeks
8 months	=	36 weeks
9 months	=	40 weeks

Please Return By

**COMPREHENSIVE MATERNITY CARE PROVIDERS
 RECERTIFICATION SURVEY**

Name of Agency	Date Certificate Expires / /	Medicaid Provider Number
Name of President/CEO	Telephone Number ()	Medicaid Health Support Svc. No. (Hosp-Based Only)

SECTION I – PRENATAL AND POSTPARTUM SERVICES

- Prenatal Services Schedule (indicate hours):
 Monday _____ Thursday _____
 Tuesday _____ Friday _____
 Wednesday _____ Saturday _____
- Prenatal Services Telephone Number: () -
- Total Obstetrical Care Provider Hours and Days Available During Scheduled Sessions:
 Hours: _____ Days: _____
- Do All Professionals Meet Minimum HealthStart Staffing Qualifications? ☐ Yes ☐ No
- Are All Professionals New Jersey State Licensed? ☐ Yes ☐ No
- Average Number of Enrollees:
 a. Scheduled Each Session: _____
 b. Seen Each Session: _____
 c. New Enrolled Each Month: _____
- Current Number of:
 a. Prenatal Enrollees: _____
 b. Postpartum Enrollees: _____
- Percentage of enrollees who “drop out of care:” _____ %
- Percentage of enrollees who return for medical postpartum care: _____ %
- Future Family Planning Provided By: ☐ Your Agency ☐ Referral
- If by Referral, name of agency(ies) receiving referral:

- At your agency, does the number of weeks between enrollee's first request for prenatal services and provision of the initial medical services ever exceed two (2) weeks? ☐ Yes ☐ No
 a. If Yes, explain why: _____

SECTION II – POLICY QUESTIONS

- Is there an integrated plan of care for each enrollee that is reviewed and updated appropriately and includes ALL HealthStart components (Medical, Social/Psychological, Nutrition, Health Education)? ☐ Yes ☐ No (Explain)*
- Is there a twenty-four (24) hour access procedure for enrollees? ☐ Yes ☐ No (Explain)*
- Is there sufficient and appropriate documentation in the enrollees' charts for all comprehensive services provided (documentation means written, signed name, credentials, date)? ☐ Yes ☐ No (Explain)*

*Explain any “No” answers in the Comments Section.

**COMPREHENSIVE MATERNITY CARE PROVIDERS
RECERTIFICATION SURVEY
(Continued)**

SECTION II – POLICY QUESTIONS, CONTINUED		
4. Is there a quality assessment/improvement program for the prenatal services?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
5. Is there a signed agreement between your agency and WIC (for referrals using HS-8 form)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
6. Are there procedures in place for conducting uniform risk assessments, informed consent and confidentiality of records and care?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
*Explain any "No" answers in the Comments Section.		
SECTION III – SERVICES QUESTIONS		
1. Are home visits provided/arranged:		
a. For high risk enrollees?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
b. For preventive health care enrollees?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
c. If Yes, by whom?		
<input type="checkbox"/> Your agency	<input type="checkbox"/> Another agency name: _____	
d. If not provided, please explain: _____		
2. Does your agency have any outreach program that facilitates early entry into prenatal care?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
3. Is WIC on site when maternity care services are being provided	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
4. Is there an outstation Medicaid worker on site during maternity care services?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Is there EPSDT or HealthStart preventive pediatric care services provided by your agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Explain)*
6. Is your agency an authorized Presumptive Eligibility (PE) provider?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
a. If yes, name of PE contact person(s): _____		
7. Is your agency a participating Managed Health Care provider for prenatal services? <input type="checkbox"/> Yes <input type="checkbox"/> No		
a. If yes, name(s) of the health maintenance organization (HMO): _____ _____		
*Explain any "No" answers in the Comments Section.		
Comments regarding any aspect of HealthStart:		
Completed By	Title	
Signature of Unit Administrator	Date	

Complete Page 3 of this Recertification Survey which is a staff roster for all obstetrical medical care and health support services staff who will provide HealthStart comprehensive maternity care services.

**New Jersey Department of Health and Senior Services
HealthStart**

APPENDIX 17

**COMPREHENSIVE MATERNITY CARE PROVIDERS
RECERTIFICATION SURVEY - STAFF ROSTER**

Position	Staff/ Consult (S/C)	Name / Credentials License / Exp. Date	Hours Per Week	Hourly Breakdown					
				Medi- cal	Case Coord.	Health Educ.	Psych. Soc.	Nutr.	Other
TOTAL									

Staff or Consultant:

S = Salaried employee, paid fringe benefits, on staff

C = Paid hourly, or contract rate, not an employee, consultant

New Jersey Department of Health and Senior Services
HealthStart Program
PO Box 364
Trenton, NJ 08625-0364

APPENDIX 17

COMPREHENSIVE MATERNITY CARE CHART AUDIT

Name of Agency		Date																																																																																																																																																																																																															
Patient Record Number		Birthdate / Age																																																																																																																																																																																																															
Prenatal Visits This Audit 1st _____ Gestational Age (Weeks of Pregnancy) _____ EDC _____ Last _____ Total Visits _____																																																																																																																																																																																																																	
Code: C = Complete I - Incomplete A – Absent																																																																																																																																																																																																																	
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(FD 334 and Pregnancy Test)</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Identification of Case Coordinator</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>ASSESSMENT TOOL FOR:</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Medical Risk Factors (MD)</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Nutritional (HS-8 form)</td> </tr> <tr> <td style="text-align: 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<td style="text-align: center;"><input type="checkbox"/></td> <td>Review Update: Ongoing</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Case Conference/Consultation:</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Initial</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Ongoing</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>MATERNITY MEDICAL CARE SERVICES</td> 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REIMBURSEMENT RATES* (AS OF 4/1/89) AND DESCRIPTION OF SERVICES (PACKAGE)** FOR MATERNITY HEALTH SUPPORT SERVICES (PACKAGE)		
DESCRIPTION	RATE	CODE
! Enrollment Process* <ul style="list-style-type: none"> - Assistance with presumptive eligibility determination for Maternity Care recipients, when and if applicable - Patient registration and scheduling of the initial appointments - Counseling and referral for WIC, food stamps and other community-based services - Assignment of HealthStart cases coordinator - Outreach and follow-up on missed appointments 	\$30.00	W9040 (Note - This code may be billed only once during pregnancy by the same provider.)
! Development of Maternity Plan of Care* <ul style="list-style-type: none"> - Case coordination services - Initial assessments <ol style="list-style-type: none"> 1. nutrition 2. health education 3. social/psychological - Case conference with Maternity Medical care provider - Initial plan of care developed by the HealthStart case coordinator - Basic guidance and health education services - Referral for other needed services including follow-up with County Welfare Agency “/Board of Social Services” - Outreach, referral and follow-up activities including phone calls and letters 	\$120.00	W9041 (Note - This code may be billed only once during pregnancy by the same provider.)
! Subsequent Maternity Health Support Services <ul style="list-style-type: none"> - Case coordination - Review and update of care plan - Coordination with maternity medical care provider - Health education instruction - Social/psychological guidance - Nutrition guidance - Home visit for high risk clients - Outreach, referral and follow-up activities including phone calls and letters 	\$50.00	W9042 May be billed once during 2nd and once during 3rd trimester and <u>not more</u> than twice per pregnancy
<p>* New Jersey Register Monday February 1, 1988.</p> <p>** These services must be provided prior to request for reimbursement and there must be adequate and sufficient documentation in the patient record to support this Division of Medical Assistance and Health Services Adopted New Rules: N.J.A.C. 10:49-3.1-3:20.</p>		

REIMBURSEMENT RATES* (AS OF 4/1/89) AND DESCRIPTION OF SERVICES (PACKAGE)** FOR MATERNITY HEALTH SUPPORT SERVICES (PACKAGE)		
DESCRIPTION	RATE	CODE
! Postpartum Maternity Health Support Services <ul style="list-style-type: none"> - Case coordination services - Review of the plan of care - Review of the summary of hospital stay records and current medical status - Nutrition assessment and counseling - Social/psychological assessment and counseling - Health education assessment and instruction - Home visit(s) as applicable - Referral, outreach and follow-up services including phone call “(.)” “and” letters - Referral for pediatric preventive care and follow-up - Transfer of pertinent information to pediatric, future family planning and medical care providers - Completion of the plan of care 	\$100.00	W9043
<p>* New Jersey Register Monday February 1, 1988.</p> <p>** These services must be provided prior to request for reimbursement and there must be adequate and sufficient documentation in the patient record to support this Division of Medical Assistance and Health Services Adopted New Rules: N.J.A.C. 10:49-3.1-3:20.</p>		

NEW JERSEY REGISTER, MONDAY, FEBRUARY 1, 1988
CITE 20 N.J.R. 285

HCPCS	MAXIMUM FEE ALLOWANCE			CODE
	Spec.	N Spec.	WM (CNM)	
! HealthStart* - Initial antepartum maternity medical visit	\$72.00	\$69.00		W9025
! HealthStart* - Initial antepartum maternity medical care visit by certified nurse midwife - History, including system review - Complete physical examination - Risk assessment - Initial care plan - Patient counseling and treatment - Routine and special laboratory tests on site, or by referral, as appropriate - Referral for other medical consultations, as appropriate (including dental) - *Coordination with the@HealthStart AHealth* Support Services provider, as applicable - Case conference with HealthStart case coordinator			\$67.00	W9025WM
! HealthStart* - Subsequent antepartum maternity medical care visit	\$22.00	\$21.00		W9026
! HealthStart* - Subsequent antepartum maternity medical care visit by certified nurse midwife - Interim history - Physical examination - Risk assessment - Review of plan of care - Patient counseling and treatment - Laboratory services on site or by referral, as appropriate - Referrals for other medical consultations, as appropriate - *Coordination with HealthStart case coordinator*			\$19.00	W9026W (Note - This code may be billed only for the 2nd through 15th antepartum visit.) (Note - If medical necessary dictates, corroborated by the record, additional visits above the initial and fourteen subsequent visits may be reimbursed under procedure code 90040, 90050, 90060, and* 90070. (90050 WM, *90060 WM, 90150 WM, 90160 WM, *routine or follow-up visit, midwife.)
! HealthStart Regular Delivery	\$465.00	\$418.00		*W9027

NEW JERSEY REGISTER, MONDAY, FEBRUARY 1, 1988
CITE 20 N.J.R. 285

HCPCS	MAXIMUM FEE ALLOWANCE			CODE
	Spec.	N Spec.	WM (CNM)	
! HealthStart Regular Delivery by Certified Nurse Midwife <ul style="list-style-type: none"> - Admission History - Complete physical examination - Vaginal de-livery with or without episiotomy - Inpatient postpartum care - Referral to postpartum follow-up care provider including: <ol style="list-style-type: none"> 1. Mothers hospital discharge summary 2. Infants discharge summary, as appropriate 			\$317.00	W9027WM
! HealthStart Postpartum Care Visit	\$22.00	\$21.00		*W9028
! HealthStart Postpartum Care Visit by Certified Nurse Midwife <ul style="list-style-type: none"> - Outpatient postpartum care by the 60th day after the vaginal or Cesarean section delivery - Review of prenatal, labor and delivery course - Interim history, including information on feeding and care of newborn - Physical examination - Referral for laboratory services as appropriate - Referral for ongoing medical care when appropriate - Patient counseling and treatment 			\$19.00	(Note - The postpartum visit shall be made by the 60th postpartum day.)
! HealthStart* Regular Delivery and Post-partum	\$487.00	\$439.00		W9029
! HealthStart* Regular Delivery and Post-partum by Certified Nurse Midwife <ul style="list-style-type: none"> - Admission History - Complete physical examination - *Vaginal delivery with or without episiotomy - Inpatient postpartum care - Referral to postpartum follow-up care provider including: <ol style="list-style-type: none"> 1. Mothers hospital discharge summary 2. Infants discharge summary, as appropriate 			\$390.00	*W9029WM
				(Note - *This code* applies to a vaginal delivery at full term or premature and includes care in the home, birthing center or in the hospital (inpatient setting). This shall also include one post hospital discharge visit by the 60th postpartum day.

NEW JERSEY REGISTER, MONDAY, FEBRUARY 1, 1988
CITE 20 N.J.R. 285

HCPCS	MAXIMUM FEE ALLOWANCE			CODE
	Spec.	N Spec.	WM (CNM)	
<ul style="list-style-type: none"> - Outpatient postpartum care by the 60th day after the delivery - Review of prenatal, labor and delivery course - Interim history, including information on feeding and care of the newborn - Physical examination - Referral of laboratory services as appropriate - Referral for ongoing medical care when appropriate - Patient counseling and treatment 				
! HealthStart Total Obstetrical Care	\$867.00			*W9030*
			\$802.00	*[W9028WM]*
! HealthStart Total Obstetrical Care by Certified Nurse Midwife			\$723.00	*W9030WM*
<ul style="list-style-type: none"> - Total obstetrical care consists of: <ol style="list-style-type: none"> 1. Initial antepartum visit and fourteen subsequent antepartum visits. 2. Obstetrical delivery per vagina with or without episiotomy including care when provided in the home, birthing center or in the hospital (inpatient setting). This applies to a vaginal delivery at full term or premature. This shall also include one post hospital discharge visit by the 60th postpartum day. 				(Note - Reimbursement will be decreased by the fee for the maternity medical care initial antepartum visit if the patient is not seen for this visit. The total fee will also be decreased by the reimbursement sum for each subsequent maternity medical care antepartum visit less then fourteen visits.)
! HealthStart Cesarean Section Delivery	\$595.00	\$531.00		*W9031
<ul style="list-style-type: none"> - Admission History - Complete physical examination - Cesarean section delivery - Inpatient postpartum care - Referral to postpartum follow-up care provider including: <ol style="list-style-type: none"> 1. Mothers hospital discharge summary 2. Infants discharge summary, as appropriate 				